

Prospects

A woman with dark hair, wearing a light-colored collared shirt and a grey blazer, stands in the foreground holding a black folder. The background is a close-up, slightly blurred image of a computer keyboard, with keys like 'Enter', 'acove', and 'acove' visible.

The magazine for career-minded individuals.

We're Hiring!

**TOO MANY CAREER PATHS
TO LIST...LOOK INSIDE!**

**Propel Your
Career**

**INTERNAL PROGRAMS
FOR SELF-STARTERS**

**Partnering
With Our
Community!**

**MAKING A DIFFERENCE
FOR A BETTER TOMORROW**

www.ftb.ca.gov



Dear Potential Employee,

Do you have what it takes to be part of an industry-leading organization? Do you want to be recognized as one of the best in your field? If so, I think you may fit in well with our team.

We're the Franchise Tax Board. We administer California's tax laws fairly, efficiently, with integrity, and a focus on what our customers need. We're known as a leader, an innovator, and a role model both nationally and among California state agencies. We're a progressive organization where you can expand your horizons as you grow into your potential.

We provide opportunities for personal and professional growth in fields like accounting, administration, collections, legal, and technology to name a few. And we're looking for people from all walks of life, whether you're just graduating from college, looking to change jobs, or getting back into the workforce after raising children.

We offer many of the things you're looking for in a career – things like:

- A good salary with benefits.
- Challenging work in a supportive atmosphere.
- Opportunities to learn and grow.
- Job satisfaction.
- A stable work environment.
- Flexible work hours.
- A chance to work with great people.

How does this sound to you? Are you interested? If you're ready to bring your skills, motivation, ideas, and energy to our diverse Franchise Tax Board family, please contact us. You'll find our contact information in the column to the right. We'd like to change your status from a potential employee to an employee with potential. Come join us!

Will Bush

Interim Executive Officer

WEBSITE

www.ftb.ca.gov

About FTB

TELEPHONE

Exam Hotline

(916) 845-3626

(Taped listing of upcoming exams.)

GENERAL EXAM INFO

(916) 845-3608

MAIL

Exam Section

Franchise Tax Board

PO Box 550

Sacramento CA 95812-0550

We comply with the Americans with Disabilities Act.

Persons with hearing or speech impairments may call: from voice phone (800) 735-2922, or from TTY/TDD (800) 822-6268. If you need other exam assistance, please call (916) 845-3608.

Franchise Tax Board Offices Headquarters

Sacramento, California

California Field Offices

Los Angeles	San Jose
Oakland	Santa Ana
Sacramento	Van Nuys
San Diego	West Covina
San Francisco	

Out-of-State Field Offices

Chicago, Illinois
Houston, Texas
New York, New York

Cover and Layout Design by:

Frank J. Soto III

Contents

Articles:

Foreword Who we are and what we do.	4
On the Leading Edge Taking innovation to the next level.	5
Outstanding Benefits The complete package to help manage your health, financial security, life balance, and more!	6
Propel Your Career Services that help our employees achieve their full potential.	7
Your Ticket to a Better Commute Commute alternatives available to save you time and money.	8
The Sum of Our Parts Achieving excellence through our employees.	12
Strength Through Diversity Diversity allows us to provide superior customer service.	12
Partnering With Our Community Doing our part and making a difference.	20
Empowering Our Employees Promoting wellness and advancement in our workplace.	21
Real People and Life @ FTB Hear what our employees have to say about us.	22
Mission & Values Values we practice everyday.	23

Featured Career Opportunities:

Managing Our Financially Sound Reputation Accounting and Financial Resources	9
How Fast Can You Type? Key Data Operators/Supervisors	10
IT Evolution Information Technology	11
Careers in Taxation & Audit Auditors	13
Investigations Special Investigators	14
Our Practice: FTB Employs the Best in Tax Law Legal Attorneys and Paraprofessionals	15
Serving the Public Daily Customer Service Representatives	16
Compliance: Where Communication is the Key... Collectors	17
Your Foot in the Door Seasonal Clerks	18
Need Flexibility? We Can Accomodate! Student Assistants	19

All salaries and benefits listed are current as of August 1, 2005, but are subject to change based upon collective bargaining agreements.

FOREWORD

The Franchise Tax Board Story



To remain fiscally sound, California has had a tax of some sort since its 1850 statehood. The first taxes were on property plus a \$5 head tax on every male inhabitant between the age of 21 and 50. Property tax remained the primary source of revenue throughout the 1800s, leading to the first property tax revolt in the early 1900s. The Legislature and governors attempted various changes, with minimal success, to resolve the property tax inequities. Their efforts eventually led to the 1929 creation of the Franchise Tax Commission. The commissioner's job was to collect a franchise tax from corporations which, when paid, allowed them to exercise their corporate powers in this state. We still collect the franchise tax, but that's just part of our story now.

Our first big change came in 1935 when California, following the federal lead, began requiring individuals to pay personal income tax. The franchise tax was still the big tax, so our name continued to be the

Franchise Tax Commission. A reorganization in 1950 replaced the commissioner with a Franchise Tax Board consisting of the State Controller (chair), the Chair of the State Board of Equalization, and the Director of the Department of Finance. The Franchise Tax Board name and board have stayed with us for the past half-century.

We are a recognized leader in California government and are known nationally as a model tax agency for being professional, innovative, and competent. We are at the forefront in public service, audit, collections, disbursement, and technology.

While we still administer California's personal income and corporation tax laws, our organization has changed dramatically. We now have more than 5,000 employees and generate over \$40 billion annually, representing more than 50 percent of the state's General Fund revenues. We have also been

entrusted with additional non-tax programs because of the respect and confidence we've earned from elected officials and the public at large.

The Legislature and governor have steadily assigned additional programs to our department. Our non-tax areas include a program to perform audits required by the Political Reform Act and the Homeowner and Renter Assistance Program. These programs help offset property tax costs for low-income seniors and disabled residents. To efficiently collect debts owed, elected officials have asked FTB to collect delinquent court-ordered debts and industrial health and safety payments as well as amounts due to the Department of Motor Vehicles. Finally, our leadership in technology and our success in automation projects led the governor and Legislature to assign FTB the responsibility to develop the California Child Support Automation System, a billion dollar automation project that will help the state's children and single-parent families.

FTB BY THE NUMBERS:


We now have more than 5,000 employees and generate over \$40 billion annually, representing more than 50 percent of the state's General Fund revenues.

On the Leading Edge

Franchise Tax Board is innovative to better serve taxpayers and the state. We have overhauled our major technology systems while finding solutions that make it easier to file and pay taxes. While we began accepting electronic filing in 1994, we now receive more than 50 percent of our tax returns electronically. We have also made filing easier through the *CalFile* program, which provides free, direct electronic filing for most taxpayers, and *ReadyReturn*, a pilot program to provide certain taxpayers with a completed return that they only need to sign and send back to file their taxes. To make it easier to get information, we improved our Website and created self-service applications that allow taxpayers to get information on their account or conduct certain transactions.

What does this mean to you? You'll have great opportunities. Our strength comes from our workforce - the capable, hard-working people who have made the Franchise Tax Board the great organization it is today. Our success in the past is our window to the future.

We need top-notch people who will bring new ideas to help us continue our progress in all areas including program management, administration, accounting, marketing, communications, computer science, audit, collections, and automation. If you have what it takes, we want you as part of our team.



*We need top-notch
people who will
bring new ideas to
help us continue our
progress...*

COMPANY PRIDE

*Our strength comes from
our workforce - the capable,
hard-working people who
have made the Franchise
Tax Board the great
organization it is today.*

Outstanding Benefits



Below are just some of the great benefits we have to offer you...



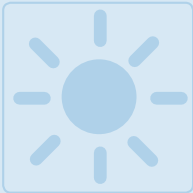
Health

- Medical, dental, and vision plans that cover the employee, spouse, and their dependents.
- FlexElect – medical and/or childcare reimbursement plans and cash options when covered on spouse's medical or dental plans.



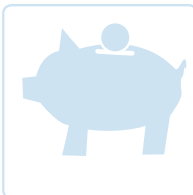
Financial Security

- Retirement benefit plan.
- 401(k) and 457 deferred compensation plans.
- Opportunities for advancement.



Work/Life Balance

- Flexible work schedule.
- Alternative work schedule.
- Vacation – two to four weeks based upon length of time in state service.
- Holidays – 13 state holidays, plus one personal day.
- Parental leave.



Security

- Sick leave – earn up to eight hours per month.
- Life insurance.
- Optional enrollment in long-term care insurance and legal insurance plans.
- Employee assistance programs.



Additional Perks

- Three on-site child care centers.*
- Cafeteria, snack bars, and coffee bars.*
- Light rail and bus service.*
- Outdoor running track.*
- Career counseling.
- Education reimbursement for upward mobility and career-related courses, subject to approval.

...along with a family-friendly, professional work environment.

* Sacramento headquarters location.



On-the-job training Mentoring Certificate Programs Propel Your Career

Online computer training courses

Staying Competitive

The **Franchise Tax Board** hosts numerous programs for self-starters and continuous learning.

When you join our team, you will discover an employer known for supporting and promoting its employees. At Franchise Tax Board, we understand that enhanced career development gives employees the opportunity to reach their full potential. We encourage continuous learning and skills development for all employees.

We're a leader in employee development. We have a long-standing tradition of developing needed skills within our workforce. We support both job-related training and courses needed for career development and upward mobility; training that will

enhance both your career development and business performance. At FTB, we give you the opportunity to succeed.

We can provide employees up to \$2,500 for **education reimbursement** each year. Employees can receive up to 50 percent of the costs for tuition, books, and exam fees for both career-related and upward-mobility education, including courses towards bachelor's degrees, master's degrees, and professional certificates.

Our **Employee Development Section** is available to all employees. We offer skill classes in: computer programs and software, writing, management development, leadership, and much more!

Career counselors are available to assist you in developing your career plans.

Management rotation opportunities throughout our organization allow you to gain a wide range of experience, technical knowledge, and leadership skills.

When you start your career with the FTB, you're joining a successful employer that is committed to your continued growth and achievement throughout your entire career. The many opportunities we provide our employees make Franchise Tax Board a great place to work.

Your Ticket to a Better Commute

Commute Incentives

Transit Subsidies. As a state employee, you'll receive the benefit of a transit subsidy if you commute by mass transit or vanpool. This subsidy is 75 percent of your cost up to a maximum of \$65 per month.

Guaranteed Ride Home. As a clean air commuter, you'll be eligible for our Guaranteed Ride Home program, providing you with a free direct ride home by taxi or rental car.*

Our efforts to provide employees with easy access to alternate transportation have made the Franchise Tax Board a "Best Workplace for Commuters" organization as designated by the United States Environmental Protection Agency. More importantly, our employees have been able to enjoy the benefits of less commute stress, saving on fuel, vehicle mileage, insurance costs, and vehicle wear and tear!

*Sacramento headquarters employees only.

The Franchise Tax Board has stepped up to help reduce traffic congestion and improve air quality by encouraging employees to consider their alternate transportation options.

Public Transit. Relax and take the bus, train, light rail, ferry, or subway. Our headquarters facility is conveniently located near the Sacramento Butterfield light rail station.

Vanpooling and Carpooling. Many of our employees reduce stress and the hassle of driving to work by riding with coworkers in carpools and vanpools.

Bicycling. We provide lockers and shower facilities* to make the healthy alternative of biking to work a more convenient option for employees.

Teleworking. We encourage our employees to telework when operationally feasible.





Managing Our Financially Sound Reputation

Salaries range from: \$36,000 to \$83,000

Accounting and Financial Resources

Within every organization there is an accounting section that keeps the financial operations running efficiently. At the Franchise Tax Board, that area is the Accounting and Financial Resources Section. Our mission is to ensure the department accurately and systematically accounts for billions of dollars of revenue, expenditures, receipts, disbursements, and property of the state.

To achieve this goal, our employees work in the following specialties:

Accounting - Confirms the department's operations are in accordance with statewide policies and regulations.

Departmental Oversight - Provides administrative services and representation to its clients.

Financial Systems and Analysis - Manages and maintains the accounting and reporting systems, and provides financial and operational reports to the department.

We offer a wide range of accounting, analytical, and supervisory career paths for motivated individuals. These exciting professional level opportunities include: Accountant Trainee, Accounting Officer (Specialist and Supervisory), Administrative and Operational Analyst, and Accounting Administrator (Supervisory and Managerial).

The Franchise Tax Board financial team has a dynamic environment that is consistently recognized by the State Controller's Office as a department that excels in the reporting of financial information.



As a member of the financial team your responsibilities can include:

- Paying the department's expenditures.
- Preparing financial statements, reconciliations, and reports.
- Overseeing the departmental budget and various section budgets.
- Working with accounting information systems.
 - Managing our accounting and reporting system.
 - Developing and maintaining our accounting subsystems.
- Providing consulting services on financial and operational reports.
- Serving as a resource to senior management and other internal and external teams and organizations.

How Fast Can You Type?

Key Data Operators/Supervisors

Salaries range from: \$24,000 to \$54,000.

Join the fast-paced processing team at the Franchise Tax Board where we have a large team of Key Data Operators processing millions of tax documents and payments each year.

A majority of our operators start on a part-time basis as we hire up to 90 operators each year to help us meet the needs of the peak tax-filing season. This is an entry-level position where your career progression is encouraged and opportunities to move up into management or technical classifications are available.

In addition to using computer-based data entry programs, you'll use some of the latest image technology using high-speed scanners and encoders to process documents and checks for deposit.

If you're interested in becoming a Key Data Operator, log on to the State Personnel Board Website at www.spb.ca.gov to verify the next available date and time for the Key Data Operator exam. This is your first step in joining a team that will provide you with opportunities, challenges, and rewards for a lifetime.

IT EVOLUTION

The FTB infrastructure requires talented Information Technology professionals.

Salaries range from: \$27,000 to \$92,000.

Being flexible is one element that makes us a successful organization – one that responds to change by providing the best possible technical solutions for its customers. Would you like to be working on one of our technical teams doing challenging work? We have much to offer you!

Our mission is to support information technology infrastructure and services essential to the success of the department's programs. We support our own data center and work with various technical platforms and projects. We can offer you, the talented IT professional, a wide variety of positions throughout your IT career.

Furthermore, we offer technical and professional training throughout your career. Franchise Tax Board offers in-house training, online courses, mentoring, as well as offsite training and seminars.

We value the importance of education in order for our IT staff to be successful.

One of the greatest benefits of working here is the opportunity to work a 40-hour workweek. We can offer flexible working hours and teleworking. In general, our staff's attire is casual. But, their attitude is professional and they get the job done!

All of our technical staff report to one division, which serves both internal and external customers. The division was established, in part, to facilitate consolidated management. This promotes further design and development of the infrastructure necessary to provide a continual robust and stable environment for the department. Can you picture yourself in one of these technical roles supporting these future plans?

We have over 900 IT professionals

working for our organization in our Sacramento headquarters. They ALL went through the civil service eligibility process to obtain their positions in the various IT classifications. There are currently seven IT classification levels available. To find out more about this process and classifications, please visit www.ftb.ca.gov or www.spb.ca.gov.

We are looking for our future IT leaders. Did you know that 39 percent of our IT staff are planning to retire in the next four years? This gives you more opportunity to grow within our organization. Don't let this opportunity pass you by! Be sure to take the IT exams you qualify for to get eligibility for hiring. The exams are announced on our Website.

Our technical division is committed to embracing the challenges of the future, turning them into opportunities to exceed expectations and continuing to deliver first-class products and services. Think about it! You could be part of our team and help implement our vision.



Learning is encouraged by offering outside technical courses to go to, and an environment that fosters the exchange of information.

Brad McKelvie, Associate Programmer Analyst



I am fortunate to work with numerous technical and business areas throughout the department who share their knowledge and expertise.

Tam Nguyen, Staff Programmer Analyst Specialist

Franchise Tax Board: The sum of our parts

As an organization of dynamic, creative, and dedicated people, we focus on continuously improving our ability to administer revenue programs in a climate of increasing change. We have a diverse workforce that actively engages in continuous learning, performance improvement, and teamwork. By applying advanced technologies, improving our work processes, and building partnerships, we excel in providing customer service. We take pride in working for the government, we actively participate in our community, and deliver exceptional value for California's citizens and businesses.



STRENGTH Through Diversity

At the Franchise Tax Board, our employees are our most valuable assets. Our success is a reflection of the quality of people we hire into our organization. We strive to recruit high-quality, diverse people from all backgrounds and experiences. This diversity spans ethnicities, cultures, disabilities, and people of all ages. A workforce rich in diversity allows us to utilize our employees' wide range of experience so that we can be more progressive, creative, innovative, and produce superior business results.

Franchise Tax Board's call center reflects our ability to provide excellent service through diversity. Our customer service representatives are able to communicate with our customers in 27 languages, allowing us the ability to provide the top-notch service our taxpayers deserve.



Careers in TAXATION & AUDIT



Salaries range from: \$34,000 to \$83,000.

What Are You Waiting For?

Working as a Tax Auditor for the Franchise Tax Board will allow you to combine your passion for accounting and taxation with a satisfying career and excellent work environment. We can provide a dynamic career filled with challenge and opportunity for professional and personal growth.

Tax Auditor's Role

Our Tax Auditors communicate with taxpayers regarding their California state tax return to ensure the tax return is accurate. To complete their assignment, auditors contact taxpayers to obtain information, research tax law, analyze books and records, and prepare written reports of their findings. Our auditors work closely with taxpayers, legal representatives, and company executives.

Auditor Training Program

All new Tax Auditors receive up to six weeks of initial classroom training on basic audit techniques. Basic audit training is followed with one full year of on-the-job training and mentoring. You'll continue to receive training to further develop your technical knowledge throughout your career.

Career Opportunities

Opportunities exist for auditors to work throughout our department, but Tax Auditors primarily work in the Audit Division.

Knowledge of our audit programs is an outstanding base for you to start your career and grow at FTB. We recognize those with talent and exceptional drive. As your knowledge and skills develop, you'll have an opportunity to take on special assignments, rotate to a different audit program, or transfer elsewhere in the department. Typically, auditors advance into the program specialist classification where they are departmental technical tax experts or advance into the administrator classification where they are leaders of business areas throughout our organization.

Personal Growth and Fulfillment Opportunities

As a Franchise Tax Board Tax Auditor, you'll have the opportunity to balance your personal life with your career goals.

We have it all:

- Flexible working hours.
- Maximum work week of 40 hours.
- Bonus of \$3,600 paid over three years to those who pass the CPA exam.*
- Obtain a CPA license by satisfying the general experience requirements.
- Continuing professional education courses offered on-site.
- Dynamic professional career filled with challenges and opportunities for advancement.

*Individuals must have received their CPA after November 11, 1986, to be eligible for this bonus.

Franchise Tax Board remains on the leading edge of taxation. As technology advances, we incorporate the latest technologies into our business processes to stay on the leading edge.

Flexible hours and alternate work schedules have allowed me to pursue my most important goals in life, even if they will never appear on my resume.



Darrin Gutierrez, Tax Auditor



Salaries range from: \$50,000 - \$74,000.

Investigations

Here is your opportunity to uphold the state income tax law as a peace officer. After successful completion of a 17-week police officer academy with a strong emphasis on white-collar financial crimes, you'll be sworn in as a peace officer with the full range of peace officer duties and responsibilities. You'll plan and conduct felony criminal investigations, including planning and executing search warrants and arrest warrants, conducting surveillance, and testifying in court. In this highly dynamic environment you'll have the opportunity to travel throughout the state in search of tax scofflaws (extreme law violators) and bring them to justice.

You'll have the opportunity to transition to this career path after successfully working three or more years as a Tax Auditor or Compliance Representative.



Our Practice:

The Franchise Tax Board employs the best in tax law.

Salaries range from: \$43,000 to \$113,000.

How would you like to work on one of the many complex and difficult cutting-edge tax issues that have statewide and even nationwide application? These issues often concern Fortune 500 companies and can involve millions of dollars in tax liabilities. Interested? If you're a highly skilled tax professional, our Legal Department is looking for you.

As a Franchise Tax Board attorney, you'll have the opportunity to work with and learn from a cutting-edge legal staff with varied backgrounds. You'll work alongside fellow attorneys who are certified public accountants, who have master's degrees in taxation, who have extensive civil litigation experience, who were partners in private firms, and who have been professors at law schools. We can be your door to developing strong skills as an attorney, gaining solid expertise

in taxation and other issues, and discovering a substantial pool of knowledge and experience that can help you meet your personal goals and professional objectives.

So what would you do as a Franchise Tax Board attorney? Plenty. Your role can range from providing tax advice to working collaboratively with the Attorney General's Office presenting cases to the United States Supreme Court—and everything in between.

Our Legal Department also offers career opportunities for motivated paraprofessionals seeking long-term careers as paralegals or legal analysts. You'll have the chance to apply and enhance your skills and expertise alongside some of California's top tax attorneys, researching litigation claims and tax law issues.

Responsibilities can include:

- Being sure we have made a fair and accurate interpretation of the law.
- Representing the department in tax protests and administrative appeals.
- Assisting the attorney general in court on tax cases.
- Representing the department before various state boards.
- Providing advice and counsel on legislation, forms and publications, contracts, and general counsel matters.
- Drafting legal rulings, public notices, and regulations.

SERVING THE PUBLIC DAILY



Customer Service Representatives

Salaries range from: \$27,000 to \$62,000.

Are you looking for a job that challenges you every day and is never boring? Do you get a deep sense of satisfaction by helping others? If you do, you may want to consider a career in customer service at the Franchise Tax Board.

Customer Service Representatives in our call centers provide taxpayers with up-to-date information regarding their personal and corporate taxes, general tax assistance,

collection calls, and even help with homeowner and renter assistance claims. They may also handle correspondence and email from taxpayers.

Customer service employees can also be found at our public service counters, where they assist taxpayers one-on-one. In each of these areas our employees are recognized for providing quality customer service. We strive to exceed customer expectations by

resolving taxpayer issues at the first point of contact.

Our Customer Service Representatives are provided with extensive training and are very knowledgeable regarding all programs administered by the Franchise Tax Board. Upward mobility is not only obtainable, but also encouraged. Our thorough training provides our customer service employees with skills that are sought throughout the entire organization.



I especially enjoy our team-oriented work environment. Everyone pulls together to accomplish our goals, no matter what type of challenge is thrown our way.

Shirley Becker, Customer Service Supervisor

COMPLIANCE: Where Communication is the Key to Success.

Salaries range from: \$27,000 to \$65,000.

Do you enjoy helping people? Do you have strong communication skills, the ability to learn quickly, and a proven track record of successes? If you can answer yes to the above questions, we may have the job for you!

As a Tax Technician or Compliance Representative at the Franchise Tax Board you'll help people resolve delinquent debt issues by providing them with information and offering solutions. In addition to working with tax issues you may have the opportunity to work with vehicle registration fees, court-ordered and Industrial Health and Safety debts, and varied systems and administrative functions.

Most of our Tax Technicians and Compliance Representatives work directly with taxpayers, either on the phone or in person. Most of our employees are located at our main office in Sacramento, California, but we also offer assignments at field offices located throughout the state.

Accounts Receivable Training

New collectors receive up to six weeks of formal classroom training and up to a year of on-the-job training in basic collection techniques. Training continues beyond the first year as well. As new technologies are made available or new laws impact our processes, training is provided to

ensure our staff is current with issues that impact our business practices.

Career Opportunities Abound

We'll give you the training and tools you need to succeed, and we'll help you launch a career at the Franchise Tax Board that offers tremendous future opportunities in a wide variety of technical and management fields. Your career in accounts receivable resolution will provide you with the opportunity to learn many valuable skills that can be utilized in positions throughout the Franchise Tax Board.

We offer many exciting and varied workloads, including collections in the following areas:

- Personal Income Tax.
- Corporations.
- Court-ordered debt.
- Delinquent motor vehicle registrations.
- Bankruptcy.

As your career advances and your level of expertise increases you could have the opportunity to rotate to other workloads that include:

- Budget tracking
- Revenue analysis
- Training
- Special projects

Based on your individual talents and motivation, your career opportunities here at the Franchise Tax Board are truly endless!



Working at the Franchise Tax Board has been a rewarding experience. My career has been a perfect example of the advancement opportunities within this department.

Valerie Walker, Senior Compliance Representative

CLERKS

Your Foot in the Door

Looking for a foot in the door, but there are no open exams or job announcements? Then our Seasonal Clerk position may fit the bill.

We hire up to 2,500 Seasonal Clerks October through March of each fiscal year to perform a variety of tasks during our peak tax season. Seasonal Clerks may work up to nine months per year.

Your duties as a Seasonal Clerk are diverse and may include, but are not limited to:

- Opening, reviewing, and sorting incoming taxpayer mail.
- Information capture and cashiering support.
- Analyzing and correcting taxpayer information.
- Responding to basic taxpayer inquiries via telephone.
- Providing records, reports, and documents.

To qualify for this position, you must be able to read, write, and speak English, do simple clerical work, and be able to follow oral and written directions.

Those individuals who are exceptional in terms of work ethic, attendance, and overall performance may be able to work beyond nine months (not to exceed 194 days worked in a year). These positions are not subject to the civil service eligibility process that the rest of our classifications are subject to. You simply apply, go through our background check process and, if cleared, receive a start to work date.

Many of our current permanent employees began their careers here at the Franchise Tax Board as Seasonal Clerks. This position could provide you the starting point for your new career here at the Franchise Tax Board or for the State of California.

Seasonal



NEED FLEXIBILITY? WE CAN ACCOMMODATE! STUDENT ASSISTANTS

Salaries range from: \$7.86 to \$10.47 per hour.

Are you in college and find that our organization sounds like the one for you? Then working at the Franchise Tax Board as a Student Assistant is an unbeatable opportunity to learn more about yourself, the career path you've chosen, and the world of business.

As a Student Assistant, you may work 20-25 hours per week during the school year and full-time during your schools breaks. Salaries range from \$7.86 to \$10.47 per hour based upon your standing in college and previous work experience in California state service.

Your job opportunities are endless. We find that hiring Student Assistants is a great way to infuse new talent, techniques, and ideas into our organization. You may work with networked computers

and up-to-date software programs. You may contact employers, assist with special projects, and assist individuals, business entities, and taxpayer representatives. Working with fellow employees and mentors, you'll have the opportunity to gain great work experience and network with others while advancing your business and leadership skills.

As a Student Assistant, you'll enjoy flexible work hours that accommodate your college schedule. You may begin to apply some of your classroom learning to real-life scenarios in your field of study. You may also receive on-the-job training which could further benefit your professional development and knowledge of Franchise Tax Board. Your student assistant experience will look GREAT on your resume and can assist you in finding full-time

employment after you graduate – maybe even right here at FTB.

Being a Student Assistant gives you a foot in the door. We often hire Student Assistants upon graduation as full-time employees. When that happens, time spent as a Student Assistant can be applied to your pension, sick leave, and vacation time. Student Assistants also build toward their financial future by participating in a special deferred compensation plan.

It's not all gravy. You must work hard and do your part. That includes continuous college enrollment, maintaining at least six units per semester, and a minimum grade point average of 2.0.

As a Student Assistant, you'll get paid to learn, preview your full-time career here at the FTB, and gain experience that will impress your future employer.

Partnering with Our Community



Doing Our Part and Making a Difference

Voluntary Income Tax Assistance Partnering With Schools Public Transit Programs Charitable Campaigns Blood Drives

Empowering Our Employees

@ **FTB**

Join Our Team.



For all employees we offer:

- Employee Assistance Program. We support our employees and their families with personal problems by providing access to a wide range of resources.
- Health club discounts.
- Career counseling.
- Online courses covering both business and IT topics.

We offer the following services to our Sacramento headquarters employees:

- On-site banking.
- Noontime seminars. Topics range from stress management to financial health to interviewing skills.
- On-site college courses.

And much more!

Promoting Wellness and Advancement in Our Workplace.

Real People and Life @ FTB

FTB employees talk about what it's like to work for our company.



I came to FTB with three and one-half years of public accounting experience from two of the Big 4 Accounting Firms. FTB had everything I was looking for in a new employer. Some of the more important aspects I was looking for were flexible work schedules, competitive pay, excellent benefits, and career advancement opportunities.

Dan Tahara, Associate Tax Auditor



The opportunity to learn and to contribute in the field of tax is important to me, but so is the opportunity to establish a strong balance between my work and my family. Both are promoted and supported at FTB.

Renel Sapiandante, Tax Counsel



As an attorney with the FTB I know that my job is about reaching the right result. When my workday ends I can believe in and support the work I've completed.

Jeanne Sibert, Tax Counsel



A great thing about working here is that, even as a new employee, you are allowed to work your own cases from start to finish rather than being stuck in some research library not knowing the results of your hard work. Furthermore, being able to contribute to the tax field so early in my career fosters a level of job satisfaction that I don't think I could get in private industry.

Raymond Rouse, Settlement Officer




Working as a Tax Technician in the Business Entity Collections section has allowed me to utilize the skills that I developed in my previous jobs outside of the FTB. Currently I work with businesses and help them gain compliance with their taxes. It is rewarding to know that I am helping people and the state budget at the same time.

John Hudson, Tax Technician

MISSION & VALUES




By constantly **practicing** our values,
we produce **quality** business results,
do what is **best** for taxpayers, seek to
gain the **public's trust**, and make the
Franchise Tax Board a place where
employees **enjoy working**.




Leadership



Innovation



Teamwork




Accountability



Communication



Individuality



Integrity



Enterprise
Thinking



*Leading FTB in
the Right Direction*

FRANCHISE TAX BOARD

We have the challenging careers you've been waiting for!

Visit us at: www.ftb.ca.gov

